



St. MARTIN'S ENGINEERING COLLEGE

Affiliated to JNTUH & Approved by AICTE

Dhulapally, Secunderabad -14.

Ref: SMEC/IQAC /2013-14/03

Date: 24/01/2014

To
Chairman, IQAC
St. Martin's Engineering College,
Secunderabad.

Permitted

Dr
24/1/14

Sir,

Sub: Request for approval-IQAC Meeting – regarding.

It is proposed to conduct the IQAC meeting on 27 January, 2014. The agenda for the meeting is enclosed.

I request your approval

Thanking you,

Yours faithfully,

K. Shashidhar Reddy
Coordinator, IQAC



Agenda:

1. Result Analysis of first semester.
2. Social welfare activities.
3. Workshops, Conferences, Seminar etc. for faculty.



St. MARTIN'S ENGINEERING COLLEGE
Affiliated to JNTUH & Approved by AICTE
Dhulapally, Secunderabad -14.

Ref: SMEC/IQAC /2013-14/03

Date: 24/01/2014

CIRCULAR

Sub: IQAC Meeting – Intimation to the Members of IQAC

An Internal Quality Assurance Cell (IQAC) meeting will be held on 27 January 2014 (Monday) in the IQAC Cell at 4:00 PM.


Co-ordinator, IQAC

Copy to:

The Chairman – For kind information
Executive Director - For kind information
HODs of all Departments
IQAC Members





St. MARTIN'S ENGINEERING COLLEGE

Affiliated to JNTUH & Approved by AICTE

Dhulapally, Secunderabad -14

Date: 24/01/2014

Academic Year 2013-14

MINUTES OF THE IQAC MEETING

Date of the Meeting	27 th JAN,2014	Time:	4:00 to 6:00 PM
Meeting Circular / Ref No	SMEC/IQAC /2013-14/03	Location	IQAC Cell

1. Meeting Agenda:

1. Result analysis of first semester.
2. NBA Inspection.
3. Social Welfare Activities.
4. Workshops, Conferences, Seminar etc., for faculty.
5. New guide line of NAAC.

2. Points Discussed During the Meeting:


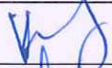
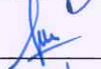

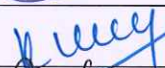
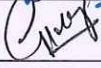

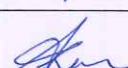
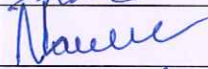
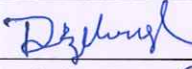

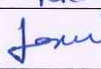
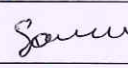
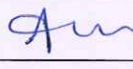
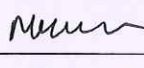
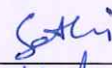

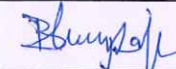
1. The committee deliberated on the result analysis of the semester.
2. Action plan was discussed to provide remedial measures for the failed students.
3. Discussed about the amount participation by students and the success of the social welfare activities were reviewed.
4. The committee decided to approve permission for faculty to attend outside college Conference, Seminars etc.

3. The Attendance of the members attended the meeting is enclosed.


Coordinator, IQAC



**MEMBERS ATTENDED THE MINUTES OF MEETING HELD
ON 27TH JAN, 2014**

S.NO	NAME	DESIGNATION	SIGNATURE
1.	Dr. C.V Reddy	Chairman	
2.	Sri. K. Shashidhar Reddy	Coordinator	
3.	Sri. D.Venkata Srikanth	Co- coordinator	
4.	Sri. G. Chandrasekhar Yadav	Management Member	
5.	Sri. V. Keshava Reddy	Senior Staff	
6.	Ms.S.Girija	Senior Staff	
7.	Sri. K. Yadaiah	HOD, ECE	
8.	Dr. Anita Kalgapurkar	HOD, CIVIL	
9.	Dr.R.Appala Naidu	HOD, IT	
10.	Dr. D. B. K Kamesh	HOD, CSE	
11.	Dr.Venkata Rangaiah	HOD, MBA	
12.	Ms.Ch.Laxmi Devender	Local Community	
13.	Mr. Sandeep Reddy, (12K81A0480)	Student member	
14.	Mr. B. Abhinav, (09K81A0507)	Alumni Member	
15.	Sri. Mahender Rakasi	Industry Member	
16.	Sri. Ch.Sathi Reddy	Industry Nominee	
17.	Mr.V.Nagendra Kumar	Parent	
18.	Mr.Bheema Raju	Parent	

ACTION TAKEN REPORT

The following actions were taken with respect to the IQAC Meeting reference no. Ref: SMEC/IQAC /2013-14/02 dated 28 November 2013 and will be submitted in next IQAC Meeting for reference.

Sl. No	Points Discussed	Action Taken	Status
1	Preparation of Time Tables, completion of Course files and preparations of Lesson plans according to the subjects allocated were finalized.	Prepared	Completed
2	The committee resolved to conduct Guest Lectures and Workshops to enhance the core subject's knowledge levels of students and about the various extracurricular activities and sports events for the students.	Organized	In progress
3	Exchanged views about the Implementation of the social welfare activities and participation of the students	Initiated	Implemented
5	Decision was taken to have MoUs with companies.	Initiated	Implemented
6	Coaching plans were discussed to prepare students for placements	Initiated	In progress
7	The list of Research Activities proposed were discussed and checked	Checked	In progress


Coordinator, IQAC

